MEMORANDUM

To: All Students
From: Executive Director Administration, Admissions & Finance
Subject: Course Registration and Tuition Fee (Spring Semester 2022)
Date: Monday, December 6, 2021

Spring Semester 2022 is commencing on Saturday, January 15, 2022. Students are requested to register (Add/ Drop) their courses through SELF SERVICE system available at CMS System i.e. “IoBM SMARTZ”. Students are required to follow the schedule mentioned below for registration:

### Online Registration and Add / Drop

- **All Bachelor Programs** who left with 09 courses with CGPA 2.3 and above (program commencement on or before Fall-18)
- **All Masters after Bachelor Programs** (1.5 year) who left with 06 courses with CGPA 2.8 and above (program commenced on or before Spring-21)
- **All Masters after Bachelor Programs** (2 year) who left with 08 courses with CGPA 2.8 and above (program commenced on or before Fall-20)
- **All MBA Weekday Programs** (2 years) who left with 09 courses with CGPA 2.8 and above (program commenced on or before Fall-20)
- **All MBA Weekday Programs** (3.5 years) who left with 09 courses with CGPA 2.8 and above (program commenced on or before Spring-19)
- **All MBA Weekend/Evening/Specialized Programs** (2 years) who left with 09 courses with CGPA 2.8 and above (program commenced on or before Fall-20)
- **All MBA Weekend/Evening/Specialized Programs** (3.5 years) who left with 09 courses with CGPA 2.8 and above (program commenced on or before Summer-19)

**Tuesday, December 14, 2021 (from 3:00 PM onwards)**

### Online Registration and Add / Drop

- **All Graduate and Postgraduate Programs**

**Wednesday, December 15, 2021 (from 3:00 PM onwards)**

### Online Registration and Add / Drop

- **All Undergraduate Programs**

**Thursday, December 16, 2021 (from 3:00 PM onwards)**

Registration will remain open till Saturday, January 22, 2022 11:45 PM

### Fee Payment

- **Tuesday, December 07, 2021 to Friday, January 07, 2022**

<table>
<thead>
<tr>
<th>Registration Fee</th>
<th>Tuition Fee (per Credit Hour)</th>
<th>Tuition Fee (Per Course)</th>
<th>Tuition Fee Full Load</th>
<th>Total Fee (Full Load)</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Bachelor’s Programs (for five to six courses)</td>
<td>10,000*</td>
<td>5,830</td>
<td>17,490</td>
<td>104,940</td>
</tr>
<tr>
<td>All Master’s (Regular) Programs (for five to six courses)</td>
<td>10,000*</td>
<td>6,270</td>
<td>18,810</td>
<td>112,860</td>
</tr>
<tr>
<td>All Master’s (Weekend / Evening) Programs (for 3 to 4 courses)</td>
<td>7,000**</td>
<td>6,270</td>
<td>18,810</td>
<td>75,240</td>
</tr>
<tr>
<td>All MS / MPhil Programs (for 1 to 2 courses)</td>
<td>3,500***</td>
<td>4,217</td>
<td>12,650</td>
<td></td>
</tr>
<tr>
<td>All PhD Programs (for 1 to 2 courses)</td>
<td>5,000***</td>
<td>4,583</td>
<td>13,750</td>
<td></td>
</tr>
</tbody>
</table>

*Applicable for five to six courses
**Applicable for three to four courses
***Applicable for one to two courses

5% Advance tax

5% advance tax as per section 236I of the Income Tax Ordinance, 2001 will be collected in addition to fees in case fees exceeds Rs. 200,000/- (Two Hundred Thousand) during the financial year July 01, 2021 – June 30, 2022. Tax is collected from the PARENTS / GUARDIANS / STUDENTS, responsible for payment of fees and their name is not appearing in the Active Taxpayers List available at the website of FBR.

In order to ensure timely deposit of tax with FBR, students are advised to pay additional amount, at the time of payment of fees for Spring 2022, on account of 5% withholding tax as per their payment related details (from July 01, 2021 to date) available in Student General Ledger in SMARTZ. (Navigation Fee > My General Ledger), including payment of fees for Spring 2022.

Further, tax collected under the above section shall be adjustable against the tax liability of person making payment of the fee.

Commencement of Classes: Saturday, January 15, 2022